

# Emergency Solutions Grants (ESG) Program 2024 NOFA Webinar

Tim Koop-Whittley, ESG Program Manager

Amanda Lockwood, HCD Specialist

Tuesday Cool, ESG Specialist

Sam Lieu, ESG Representative

Giovanni Martinez, ESG Representative

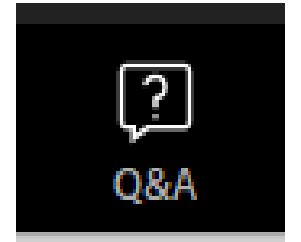
Anthony Zepeda, ESG Representative

January 22, 2025





# How to ask a question...



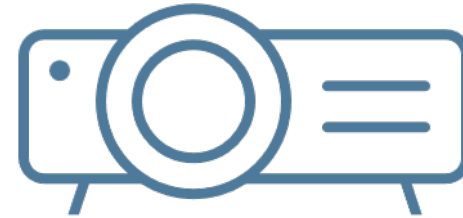
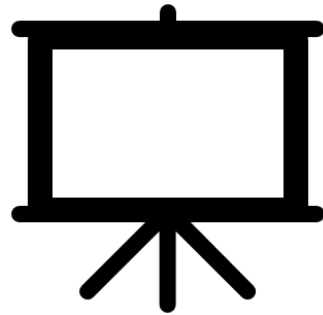
## Question Format

- ❖ All Questions must be submitted in the Question & Answer (Q&A) Box:
  - Please type your organization name and question.
- ❖ The team will read questions out loud at the end of the presentation and will also provide answers (if possible) throughout the presentation.
- ❖ All questions and answers entered into the Q&A box will be recorded as part of the public record.



# Slides and Recording

Both the slides and recording will be sent to all participants within two weeks of this event.





# Agenda

- ❖ Welcome and Introductions
- ❖ ESG Updates
- ❖ Spotlight Series: **2024 ESG NOFA**
- ❖ ESG Q&A





# ESG Team Representatives

❖ Sam Lieu

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Please reach out to your ESG Representative listed above or contact us at:

[\*\*ESGNOFA@hcd.ca.gov\*\*](mailto:ESGNOFA@hcd.ca.gov)



# ESG Updates

## **Upcoming Office Hours Schedule\*:**

- ❖ **January 29, 2025 – Office Hours – Indirect Costs**
- ❖ **February 12, 2025 – Office Hours- Application Demo**

*\*Dates are tentative and subject to change*



# ESG Updates

## **2024 ESG NOFA Schedule\*:**

- ❖ **December 31, 2024 – Release 2024 NOFA**
- ❖ **January 31, 2025 – Application Portal Opens**
- ❖ **March 28, 2025 – Applications Due in eCivis**
- ❖ **July 2025 – Award Announcements**

*\*Dates are tentative and subject to change*





Questions?



# 2024 ESG Notice of Funding Availability (NOFA) Webinar

January 22, 2025



# 2024 ESG NOFA

## Overview

Amanda Lockwood, HCD Specialist II  
Anthony Zepeda, ESG Representative II





# ESG Program Overview

The Emergency Solutions Grants (ESG) program is a federal program that provides funding to states, local governments, and non-profit organizations to help individuals and families who are homeless or at risk of becoming homeless.

There are five (5) eligible components in which an eligible applicant can apply for funding:

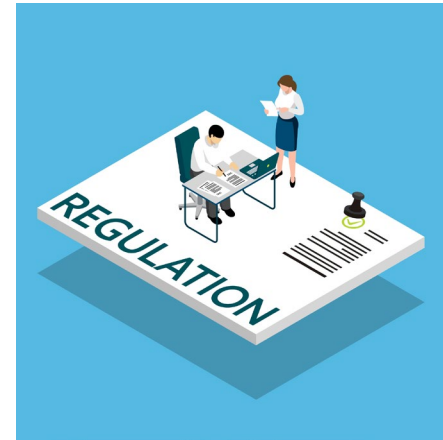
1. Emergency Shelter
2. Street Outreach
3. Homelessness Prevention
4. Rapid Re-Housing
5. Homeless Management Information Systems (HMIS)



# ESG Program

## Moving from State Regulations to Guidelines

- ❖ As a reminder, The ESG program has moved to Guidelines in advance of the 2024 Notice of Funding Availability (NOFA) release.
- ❖ Please visit the ESG webpage to view the Guidelines:  
[esg-final-guidelines.pdf](#)





# New ESG Guidelines and Summary of Major Changes

- Senate Bill 197 (2021-2022) and Assembly Bill 1978 (2021-2022) include amendments to the Health and Safety Code [HSC 50899.1 - 50899.8], giving the Department new authorizations, including, but not limited to, the ability to adopt program guidelines for the federal ESG program (replacing the existing ESG State Regulations).



# Notice of Funding Availability

- ❖ One NOFA will be issued every 3 years
- ❖ 3-year Estimates of Funding
  - 2024
  - 2025
  - 2026
- ❖ Multi-year Standard Agreement



# Notice of Funding Availability

- ❖ For funding years when a NOFA is not issued, a new application will NOT be required.
- ❖ HCD will notify the Contractor with active contracts in good standing to provide the following:
  - Annual funding allocation amount
  - Budget Revision
  - Signed Certification from the Authorized Signor identified in the Resolution of any changes
  - Award Letter (provided by HCD)
  - Amend the Standard Agreement to reflect the adjusted funding





# Authorizing Legislation and Regulation Authority

This NOFA should be read in conjunction with the regulations, statutes, and plans, which establish state and federal ESG requirements, all of which may be amended from time to time:

- ❖ Terms used in the ESG NOFA have specific meanings as defined by State Guidelines and/or Federal Regulations.
- ❖ Awards made under this NOFA are contingent upon HCD receiving an annual grant agreement from HUD.



# Authorizing Legislation and Regulation Authority

- Annual Action Plan Requirements (24 C.F.R. Part 91) <https://www.ecfr.gov/current/title-24/subtitle-A/part-91>;
- Environmental Reviews (24 C.F.R. Part 58) <https://www.ecfr.gov/current/title-24/subtitle-A/part-58>;
- ESG Program Interim Rule;
- Chronically Homeless Definition Final Rule;
- Homeless Definition Final Rule;
- 2 C.F.R. Part 25, Appendix A to Part 25, relating to Office of Management and Budget (OMB) award requirements;
- [ESG Program Final Guidelines](#), as may be amended from time to time; and
- State of California 2024-2025 Annual Action Plan <https://www.hcd.ca.gov/policy-and-research/plans-and-reports>



# Notice of Funding Availability

The ESG program provides funding for the following objectives:

- ❖ Engaging individuals and families experiencing homelessness.
- ❖ Improving the number and quality of Emergency Shelters (ES) for individuals and families experiencing homelessness by helping to operate these shelters and by providing essential services to shelter residents.
- ❖ Rapidly re-housing individuals and families experiencing homelessness.
- ❖ Preventing families/individuals from becoming homeless.



# Notice of Funding Availability

- ❖ Applicants are responsible for administering ESG funds in collaboration with the local CoC for its respective CoC service area.
- ❖ This NOFA also provides documentation requirements for Service Providers approved to administer available ESG funding.



# Notice of Funding Availability

2024 ESG NOFA includes approximately \$39 million in federal ESG funds\*

- Approximately \$12 million available for FY2024
- Approximately \$12 million available for FY2025
- Approximately \$12 million available for FY2026

*\*Contingent upon HUD's annual authorization of ESG funds to HCD*



# Program Timeline

<b>ESG Program Final Guidelines Release Date</b>	<b>December 10, 2024</b>
<b>2024 ESG NOFA Release Date</b>	<b>December 31, 2024</b>
<b>Application Release Date</b> Acceptance Period Begins	<b>January 31, 2025</b>
<b>Application Deadline</b>	<b>March 28, 2025 (5:00 P.M. PDT)</b>
<b>Award Announcements</b>	<b>Approximately July 2025</b>
<b>Standard Agreement Amendment #1<sup>1</sup></b> (2025 – 2027)	<b>Approximately October 2026</b>
<b>Standard Agreement Amendment #2<sup>2</sup></b> (2026 – 2028)	<b>Approximately October 2027</b>
<b>2027 ESG NOFA Release Date</b>	<b>Approximately October 2027</b>



# Three-Year Estimated Amount of Funding and Multi-Year Contracts

Applicants awarded under this 2024 ESG NOFA will enter into one Standard Agreement (contract) that identifies the following Annual Funding Cycles:

- ❖ 1<sup>st</sup> Annual Funding Cycle (initial contract) – 2024 – 2026
- ❖ 2<sup>nd</sup> Annual Funding Cycle (subsequent amendment) – 2025 – 2027
- ❖ 3<sup>rd</sup> Annual Funding Cycle (subsequent amendment) – 2026 – 2028





# Three-Year Estimated Amount of Funding and Multi-Year Contracts

For each Annual Funding Cycle, HCD will execute a Standard Agreement (or amendment for subsequent years) and will:

- ✓ Request updates to the Authorizing Resolution included with Contractor's 2024 application (as applicable)
- ✓ Issue an award identifying the Annual Allocation
- ✓ Require completion of a new budget
- ✓ Signed acceptance (or rejection) of the new annual allocation by the Authorized Representative



# Amendments for Subsequent Annual Funding Cycles

- ❖ Funding for each subsequent Annual Funding Cycle under the Standard Agreement will be completed through a contract amendment process.
- ❖ Active contracts will receive notification from the Department for the updated allocations for the Annual Funding Cycles: 2025 – 2027 and 2026 – 2028, once HUD has signed the grant agreement with the HCD.



# Amendments for Subsequent Annual Funding Cycles

- ❖ A Contractor may request to change their selected Service Provider(s)
- ❖ A Contractor may request line-item changes to budget (must be less than 25% of the awarded budget)



# Method of Distribution

Prior to the publication of the ESG Program Final Guidelines, HCD issued two annual NOFAs separated into three types of funding: Continuum of Care allocation, Balance of State allocation and Balance of State Competitive allocation. This 2024 ESG NOFA's Method of Distribution will reflect the following changes:

- Removal of Balance of State and Continuum of Care NOFAs allocations;
- Removal of BoS competitive and non-competitive funding pools; and
- Removal of the 3 Geographic Regions (Bay Area, Central and Southern/Imperial)



# Method of Distribution

The formula allocation will be calculated for the three Annual Funding Cycles in this NOFA:

- Annual Funding Cycle #1 (2024 – 2026);
- Annual Funding Cycle #2 (2025 – 2027); and
- Annual Funding Cycle #3 (2026 – 2028)

*NOTE: Year 2029 is added to this NOFA to allow time for Contractors to clear monitoring findings identified under this Standard Agreement, which has a term of 5 years.*



# Emergency Shelter

- The Department will no longer fund Night-By-Night Emergency Shelter projects with minimum or maximum lengths of stay.
- Night-By-Night shelters are typically high-volume shelters where a large proportion of clients spend one night at the shelter on an as needed or irregular basis.

A one-time waiver to this prohibition may be granted only in the event that:

- 1) An Emergency Shelter Night-By-Night project is a community's only shelter available  
AND
- 2) There is a plan in place to convert the Emergency Shelter Night-By-Night project into an Emergency Shelter Entry/Exit project in the near future.

*\* Please note - The Department reserves the right to review any waiver requests on a case-by-case basis and make a final determination at the Department's sole discretion.*



# Emergency Shelter

- The ESG program will continue to fund Emergency Shelter projects that require or strongly encourage a continuous stay while a client resolves their experience of homelessness.
- ESG will still continue to fund day shelters and seasonal shelters, which includes cooling and warming centers.
- Please see the ESG Webpage (Resources) for Emergency Shelter Policy: [esg-emergency-shelter-policy.pdf](#)





# Environmental Review for Units of General-Purpose Local Government

Units of general local government must agree to assume responsibility for environmental review, decision-making, and action under:

- 24 C.F.R. Part 58, “Environmental Review Procedures for Entities Assuming HUD Environmental Responsibilities” and shall comply with the environmental requirements of
- 24 C.F.R. Part 58, including 24 C.F.R. § 58.4 “Assumption Authority.” If awarded funding, the obligation of funds and incurring of costs will be conditioned upon Applicants’ compliance with 24 C.F.R. Part 58, and completion by the Department of all applicable review and approval requirements as specified in 24 C.F.R. § 58.18.



# Environmental Review for Non-Profits

- The Applicant shall comply with the environmental requirements of 24 C.F.R. Part 58
- The obligation of funds and incurring of costs is hereby conditioned upon compliance with 24 C.F.R. Part 58 and completion by the Department and HUD of all applicable review and approval requirements.



# Match Policy

- ESG Awardees must make matching contributions in an amount that equals the amount of federal ESG funds awarded.
- The Department will request documentation as part of its monitoring process to determine the sources and amounts used to meet the federal ESG matching requirement.
- Please see the ESG Webpage (Resources) for the ESG Match Policy and other ESG Match related documents and forms:
  - [esg-match-policy.pdf](#)
  - [hcd-verification-of-match-committment.pdf](#)
  - [hcd-match-volunteer-hours-fracking-form.pdf](#)



# Match Exemption

- The Department is not required to match the first \$100,000 allocated in ESG, it will be passed on to a Subrecipient that is determined least likely to be able to provide match.
- Applicants interested in applying for the match exemption must submit the request and required documentation at the time of application submission, via eCivis.



# Match Exemption

Each Subrecipient's application will receive a "Match Exemption Score", which is calculated as follows:

- **2 points** - Subrecipients, which are considered rural and therefore disproportionately likely to be under resourced (see list of CoC's in 2024 NOFA)
- **3 Points** - Subrecipients that meet either of the following criteria:
  - During the annual monitoring process, the Department reported a concern or finding related to the Subrecipient's difficulty producing the necessary level of match; or during the previous year, the subrecipient provided 75% or less of its match requirements.
- **Up to 5 points** - Subrecipients who indicate as part of the application that they would like to receive the match exemption; points will be awarded based on a short narrative in which Subrecipients will be asked to explain the circumstances that qualify them as unable to meet the match requirement, with more points being allocated to Subrecipients reporting greater relative need.



# Approved Policies and Procedures (P&Ps) for all Awarded Activities

All Subrecipients are required to develop, implement, and submit written Policies and Procedures that include the following:

- Participant Triage
- Written Standards;
- Coverage Area;
- Coordinated Entry Integration;
- Participant Eligibility;
- Suite of Services;
- Staffing Patterns;
- Housing Problem-Solving;
- Diversion (Street Outreach and Emergency Shelter);
- Rapid Exit (Street Outreach and Emergency Shelter);
- Other Requirements;
- Termination and Appeals; and
- General Operations



# Approved Policies and Procedures (P&Ps) for all Awarded Activities

## Street Outreach Manual

<https://www.hcd.ca.gov/sites/default/files/2022-07/ESG-Street-Outreach-Policy.pdf>

## Emergency Shelter Manual

<https://www.hcd.ca.gov/sites/default/files/docs/grants-and-funding/esg/esg-emergency-shelter-policy.pdf>

## Rapid Rehousing Manual

<https://www.hcd.ca.gov/sites/default/files/docs/grants-and-funding/ESG-Rapid-Rehousing-Manual.pdf>

## Homelessness Prevention Manual

<https://www.hcd.ca.gov/sites/default/files/docs/grants-and-funding/esg/cahcd-esg-homelessness-prevention-policy.pdf>





# Milestones

Annual Funding Cycle 2024 - 2026	
Commitment of ESG Funds (Standard Agreement Execution)	Approximately August 2025
Expenditure Deadline (75%)	August 27, 2026 Maximum Recapture (as a percentage of total award) is the difference between 75% of the total award and the amount drawn in IDIS as of August 28, 2026.
Expenditure Deadline (100%)	September 26, 2026 Requests for reimbursement can occur until November 25, 2026. Maximum Recapture (as a percentage of total award) is the difference between 100% of the total award and the amount drawn in IDIS as of November 25, 2026.
Contract Deadline	5 years from Standard Agreement Execution



# Milestones

Annual Funding Cycle 2025 - 2027	
Commitment of ESG Funds (Standard Agreement Amendment #1 Execution)	Approximately 90 days from HUD-Department FY2025 Grant Agreement Execution
Expenditure Deadline (75%)	TBD (60 days before 100% expenditure deadline)
Expenditure Deadline (100%)	TBD (24 months from HUD-Department Grant Agreement Execution)
Contract Deadline	5 years from Standard Agreement Execution

Annual Funding Cycle 2026 - 2028	
Commitment of ESG Funds (Standard Agreement Amendment #2 Execution)	Approximately 90 days from HUD-Department FY2026 Grant Agreement Execution
Expenditure Deadline (75%)	TBD (60 days before 100% expenditure deadline)
Expenditure Deadline (100%)	TBD (24 months from HUD-Department Grant Agreement Execution)
Contract Deadline	5 years from Standard Agreement Execution



# Advancing Racial Equity

- Applicants must submit related racial and ethnic data metrics of the homeless population and those served by the CoC service area from their Homeless Management Information System (HMIS) on a quarterly reporting basis.
- The Department recommends that Contractors refer to and utilize the Racial Equity Tools available on the HUD Exchange to inform efforts to advance racial equity within the homeless response system.
- The tools are available at the following link:  
<https://www.hudexchange.info/resource/5787/coc-analysis-tool-race-and-ethnicity/>.

# 2024 ESG NOFA

## Program Requirements

Sam Lieu, ESG Representative II





# Eligible Applicants

Pursuant to the ESG Program Final Guidelines, Section 202(b), Continuums of Care shall select up to two Eligible Applicants through a process that is consistent with the following requirements:

- Evaluates provider capacity and experience, including the ability to deliver services in non-entitlement areas;
- Utilizes data and considers community input to identify unmet needs;
- Prioritizes activities that address the highest unmet need, considering other available funding and system wide performance measures;
- Considers project-level performance measures when evaluating proposals; and
- Collaborates with the local CoC



# Eligible Applicants

- An Eligible Applicant/organization means a Private Nonprofit Organization or a Unit of General Purpose Local Government that provides or contracts with Private Nonprofit Organizations to provide Eligible Activities, as defined in 24 C.F.R. § 576.2.
- Eligible Applicants must meet all requirements as outlined in the ESG Program Final Guidelines.



# Eligible Applicants

## Continuum of Care Recommendation Form

### Continuum of Care (CoC) Recommendation Form

CoC Name and No.: [REDACTED]

#### Continuum of Care Applicant Selection Process:

Each CoC may recommend up to two (2) eligible Applicants to apply for each Notice of Funding Availability (NOFA), pursuant to the ESG Program Final Guidelines, Section 202(b).

The CoC certifies that a process was used that meets the following requirements:

- Is a fair and open competition that avoids conflicts of interest;
- Follows the applicable procurement requirements of 2 C.F.R. Part 200;
- Evaluates provider capacity and experience, including the ability to deliver services in non-entitlement areas;
- Evaluates eligibility pursuant to Section 202(b) of the ESG Program Final Guidelines;
- Evaluates adherence to Housing First practices pursuant to Section 317 of the ESG Program Final Guidelines;
- Utilizes data and considers community input to identify unmet needs;
- Prioritizes activities that address the highest unmet need, considering other available funding and system wide performance measures;
- Considers project-level performance measures when evaluating proposals; and
- Collaborates with the local CoC.

#### Recommended Eligible Applicants:

##### Applicant 1:

- Organization Name: [REDACTED]
- Organization Address: [REDACTED]
- City(ies) and county(ies) where proposed activities will be provided: [REDACTED]
- Proposed budget by component:
  - Emergency Shelter: [REDACTED]
  - Street Outreach: [REDACTED]
  - Homelessness Prevention: [REDACTED]



# Eligible Activities

## (24 C.F.R. § 576.101 - 576.107)

ESG Grant	ESG Component	Percentage Breakout	Federal Source
E24DC060001	Rapid Rehousing	Must have Minimum of 40% of Grantee's Budget	<a href="#">2024-esg-nofa.pdf</a> Section II. Part B.
E24DC060001	Homelessness Prevention	Cannot exceed 10% of Grantee's Budget	<a href="#">2024-esg-nofa.pdf</a> Section II. Part B.
E24DC060001	HMIS	No cap	
E24DC060001	HCD Admin	No more than 6.5% of Total Grant	<a href="https://www.ecfr.gov/current/title-24/part-576/subpart-B">https://www.ecfr.gov/current/title-24/part-576/subpart-B</a> 24 CFR Part 576 Subpart B
E24DC060001	Grant Admin (Local Governments only)	No more than 1% of Total Grant	<a href="https://www.ecfr.gov/current/title-24/part-576/subpart-B">https://www.ecfr.gov/current/title-24/part-576/subpart-B</a> 24 CFR Part 576 Subpart B





## Eligible Activities (24 C.F.R. § 576.101 - 576.107)

- ESG Shelter Operations funds may be used for maintenance activities that do not materially add to the value of the building/property; do not appreciably prolong the useful life of the building/property; and do not adapt the building/property to new uses.
- Examples of maintenance activities could include activities such as replacing a few shingles on a leaky roof; patching leaking pipes or plumbing; replacing a broken window; fixing a crack in a sidewalk; and filling potholes in a parking lot. Please note, the requirements of the Build America, Buy America Act (BABA) may apply to minor repairs.



# Eligible Costs

Contractors and recommended Service Providers must follow all Office of Management and Budget (OMB) Cost Principles and Generally Accepted Accounting Principles (GAAP), as listed in [2 C.F.R. Part 200](#). Costs charged to the ESG Program must be *allowable*, *allocable*, and *reasonable*. Shifting costs between awards to overcome funding deficiencies is not permitted.

- Allowable costs must conform to any limitations or exclusions set forth in the federal cost principles. Additionally, the ESG NOFA allowable costs must comply with the policies and procedures afforded all activities within the Contractor or Service Provider's organization and be treated consistently (whether as a direct or indirect cost). Finally, allowable costs must comply with the GAAP and the costs must be adequately documented.
- Allocable costs are those treated consistently with other costs incurred for the same purpose in like circumstances. These costs must meet the requirements listed in [2 C.F.R. § 200.405](#).
- Reasonable costs do not exceed in nature or amount of costs that would be incurred by a prudent person under the same or similar circumstances prevailing at the time a decision was made to incur the cost.



# Eligible Costs

Eligible costs may be direct or indirect. These costs must be incurred for the same purpose in like circumstances and must be treated consistently as either direct or indirect costs.

- Direct costs are those costs that can be identified specifically with a particular final cost objective (such as the ESG award) and can be directly assigned to an activity relatively easily with a high degree of accuracy.
- Indirect costs are those that have been incurred for common or joint objectives and cannot be readily identified with a particular final cost objective or activity. Contractors that allow Service Providers to seek reimbursement for indirect costs must comply with all OMB requirements, including [2 C.F.R. § 200.403 and Part 200 Appendix 4](#). Contractor records must include evidence of the modified total direct cost calculations, indirect cost limits, and supporting documentation for actual direct cost billing.



# Service Providers

- The Department will monitor Contractors that have contracted with Service Providers to administer awarded activities to ensure the number of awards made are effectively managed. Monitoring of program performance is further outlined in Section 304 of the ESG Program Final Guidelines.



# Threshold Requirements

An application must meet the following threshold requirements to be eligible for funding:

- Applicant must follow instructions in both the ESG Program Final Guidelines, this NOFA, and the online application. Failure to follow instructions will result in disqualification.
- The ESG application and all required attachments must be submitted to the Department through the eCivis Portal located at <https://portal.ecivis.com/#/login>. Applications must include all required information to be submitted.
- The application must be complete and received by the deadline specified in this NOFA. **(March 28, 2025, by 5:00pm PST)**



# Threshold Requirements

- For any application proposing an ES Activity as set forth in 24 C.F.R. § 576.408, Applicants must have adequate and documented site control (as defined in the ESG Program Final Guidelines).
- The application must include a completed Authorizing Resolution (AR) on an acceptable Department-approved resolution template and approved by the Applicant's governing board as described in Section V of the NOFA.
- If applicable, the Applicant must provide the Department with its most recent single audit (as submitted to the State Controller's Office), as well as the most recent year's Form 990. If the Applicant has any open single audit findings and does not have a plan or an agreement to remediate those findings, the Applicant will be deemed ineligible for funding through the State ESG program until the findings are resolved or a remediation plan or agreement is established.
- Pursuant to 24 C.F.R. § 576.201, Applicants must have identified dollar-for-dollar match for the federal ESG funding with funds from other public or private sources.
- Pursuant to this NOFA, Applicants must submit written Policies and Procedures (P&Ps) at the time of application submission.

# 2024 ESG NOFA

## State Overlays

Giovanni Martinez, ESG Representative II





# State Overlays

Applicants are responsible for reviewing the provisions, requirements and limitations of all funding sources applied for and acquired for a specific project, program or activity. This is to ensure compatibility with all HCD's program requirements and restrictions. Incompatibility will result in denial or cancellation of an award or it may result in placement of conditions or limitations on the award. This will be determined at the discretion of HCD.





# 2024 ESG NOFA

## Federal Requirements

Giovanni Martinez, ESG Representative II



# Federal Requirements

- All the requirements listed in [24 C.F.R. Part 5, subpart A](#) are applicable. This includes the nondiscrimination and equal opportunity requirements listed in [24 C.F.R. § 5.105\(a\)](#).
- In addition, Section 3 of the HUD Act of 1968 and implementing regulations located in [24 C.F.R. Part 75](#) apply as well.
- With the exception that homeless individuals have priority over other Section 3 residents in accordance with [24 C.F.R. § 576.405\(c\)](#).



# Federal Requirements

## **24 C.F.R. Part 576**

- [§ 576.400](#) Area-wide systems coordination requirements.
- [§ 576.401](#) Evaluation of program participant eligibility and needs.
- [§ 576.402](#) Terminating assistance.
- [§ 576.403](#) Shelter and housing standards.
- [§ 576.404](#) Conflicts of interest.
- [§ 576.405](#) Homeless participation.
- [§ 576.406](#) Equal participation of faith-based organizations.
- [§ 576.407](#) Other Federal requirements.
- [§ 576.408](#) Displacement, relocation, and acquisition.
- [§ 576.409](#) Protection for victims of domestic violence, dating violence, sexual assault, or stalking
- [§576.500](#) Recordkeeping and reporting requirements.
- [§576.501](#) Enforcement.



# Build America, Buy America

- The Build America, Buy America Act (BABA) was implemented on November 15, 2021, as part of the Infrastructure Investment and Jobs Act (IIJA) ([Pub. L. 117-58](#)).
- BABA requires that all iron, steel, manufactured products, and construction materials used for federally funded infrastructure projects are produced in the United States, unless otherwise exempt or subject to an approved waiver. This requirement is known as the “Buy America Preference (BAP)” and the specific requirements are codified in [2 C.F.R. Part 184](#).
- Beginning August 23, 2024, new awards of federal financial assistance from a program for infrastructure, as defined below, and any of those funds obligated by the grantee, are covered under the Build America, Buy America (BABA) provisions of the Act, [41 U.S.C. 8301](#).



# Build America, Buy America

The following excerpt below should be included in all contracts and agreements with Subrecipients, contractors, developers and subgrantees, and in any procurement bid/contract documents to ensure BABA compliance by subgrantees, developers and/or contractors:

- *The parties to this contract must comply with the requirements of the Build America, Buy America (BABA) Act, [41 U.S.C. 8301](#) note, and all applicable rules and notices, as may be amended, if applicable to the Grantee's infrastructure project.\* Pursuant to HUD's Notice, "Public Interest Phased Implementation Waiver for FY 2022 and 2023 of Build America, Buy America Provisions as Applied to Recipients of HUD Federal Financial Assistance" (88 Financial Report 17001), any funds obligated by HUD on or after the applicable listed effective dates, are subject to BABA requirements, unless excepted by a waiver.*

# 2024 ESG NOFA

## Application Submission Requirements

Tim Koop-Whittley, ESG Program Manager





# Application Submission Requirements

- Applications under this NOFA must be completed through the eCivis portal webpage ([https://gn.ecivis.com/GO/gn\\_redir/T/vyjsqf2kekyx](https://gn.ecivis.com/GO/gn_redir/T/vyjsqf2kekyx)). Paper binder applications will no longer be accepted or required.
- Complete applications and required documentation must be received by the Department no later than **5:00 P.M. Pacific Daylight Time (PDT) on Friday, March 28, 2025**. Any application received after this time will not be accepted. Applications that do not meet the filing deadline will not be eligible for funding.



# Authorizing Resolution Requirements

- Applicant must submit a completed Authorizing Resolution using the required Department-approved template, which has been duly adopted and approved by the Applicant's governing board.
  - Please see the ESG webpage (<https://www.hcd.ca.gov/grants-funding/active-funding/esg.shtml>) for the Department-approved Authorizing Resolution template, as well as instructions on how to complete it.
  - NOTE: If a governing body must prepare a separate resolution concurrently that conforms to its local standard, it may do so in addition to preparing the Authorizing Resolution approved by the Department.
- **A complete Authorizing Resolution on an acceptable Department-approved resolution template must be received by the Department no later than 5:00 P.M. PDT on Friday, March 28, 2025.** Failure to provide this complete Authorizing Resolution on an acceptable Department-approved resolution template by this deadline may result in the immediate disqualification of the application.





# Authorizing Resolution Requirements

- The Department recommends that ESG applicants submit a Resolution with the name AND title of the Authorized Representative. This serves as a safeguard to prevent fraud, waste and abuse from occurring.
- HCD's Contracts Office is required both by HUD and the State to implement contracting principles that safeguard all parties involved.



# 1-Year Resolution Template Example

## INTRODUCTION

NOFA Allocations  
Appendix A



CoC #	CoC Name	Initial Estimate for Annual Funding Cycle #1 <sup>3</sup> (Based on Method of Distribution)	Estimate for Annual Funding Cycle #1 <sup>4</sup>	Estimate for Annual Funding Cycle #2 <sup>5</sup>	Estimate for Annual Funding Cycle #3 <sup>6</sup>	2024 ESG NOFA Total Estimated Allocation
00000	Example CoC	\$ 410,027	\$ 437,710	\$ 410,027	\$ 410,027	\$ 1,257,764

NOFA Date of 12/31/2024



RESOLUTION NO. \_\_\_\_ [Insert resolution number]

A RESOLUTION APPROVING AN APPLICATION FOR FUNDING AND THE EXECUTION OF A GRANT AGREEMENT AND ANY AMENDMENTS THERETO FROM THE **2024-2025** FUNDING YEAR OF THE STATE ESG PROGRAM.

\_\_\_\_ [All, or A necessary quorum and majority] of the \_\_\_\_ [directors, supervisors, members, council members, etc.] of \_\_\_\_ [official name of Applicant entity, and type of entity: non-profit, city, county, municipality, etc.] ("Applicant") hereby consent to, adopt and ratify the following resolution:

A. WHEREAS the State of California (the "State"), Department of Housing and Community Development ("Department") issued a Notice of Funding Availability ("NOFA") dated **12/31/2024** [MM/DD/YYYY] under the Emergency Solutions Grants (ESG) Program ("Program" or "ESG Program"); and

**INSTRUCTION:** The correct date that the NOFA itself was issued by the Department is required - do not use other dates such as email/listserv announcements, associated memos, etc./



# 1-Year Resolution Template Example

## SECTION 1

### NOFA Allocations Appendix A



CoC #	CoC Name	Initial Estimate for Annual Funding Cycle #1 <sup>3</sup> (Based on Method of Distribution)	Estimate for Annual Funding Cycle #1 <sup>4</sup>	Estimate for Annual Funding Cycle #2 <sup>5</sup>	Estimate for Annual Funding Cycle #3 <sup>6</sup>	2024 ESG NOFA Total Estimated Allocation
00000	Example CoC	\$ 410,027	\$ 437,710	\$ 410,027	\$ 410,027	\$ 1,257,764

- ❖ Enter Amount that is at least 150% of the **amount you expect to receive** based on Appendix A – Column titled “Estimate for Annual Funding Cycle #1”.
- ❖ Example: Multiply \$437,710 by 150% to get a total of \$656,565 for the 1-Year Resolution Template.

B. WHEREAS Applicant is an approved Subrecipient or Contractor.

SECTION 1. Applicant is an approved Subrecipient or Contractor by their Continuum of Care and is hereby authorized and directed to receive an ESG Program grant, in an amount not to exceed \$ **656,565** [Insert amount for CoC Service Area or a higher amount per the instruction below] in accordance with all applicable rules and laws.

**INSTRUCTION:** *It is recommended that you list an approved dollar amount that is at least 150% of the amount you expect to receive based on the ESG Program NOFA's published allocation. This recommendation should cover the estimated NOFA funding amount for the current Annual Funding Cycle year of the three-year NOFA cycle. Award amounts are frequently recalculated and are subject to change. If the amount your entity is eligible to receive increases above the dollar amount your entity authorizes, a new resolution will be required to receive the new higher amount. Articulating a higher dollar amount in this resolution helps reduce the chances you will need an entirely new resolution.*



# 1-Year Resolution Template Example

## SECTION 2

### NOFA Allocations Appendix A



CoC #	CoC Name	Initial Estimate for Annual Funding Cycle #1 <sup>3</sup> (Based on Method of Distribution)	Estimate for Annual Funding Cycle #1 <sup>4</sup>	Estimate for Annual Funding Cycle #2 <sup>5</sup>	Estimate for Annual Funding Cycle #3 <sup>6</sup>	2024 ESG NOFA Total Estimated Allocation
██████	████████████████████ CoC	\$ 410,027	\$ 437,710	\$ 410,027	\$ 410,027	\$ 1,257,764

- ❖ Enter Amount that is at least 25% of the **amount you expect to receive** based on Appendix A – Column titled “Estimate for Annual Funding Cycle #1, #2, OR #3”.
- ❖ Example: Multiply \$437,710 by 25% to get a total of \$109,428 for the 1-Year Resolution Template.
- ❖ This is for the authorization of potential additional funds if applicable.

SECTION 2. Applicant hereby affirms that if ESG Program funds remain available for allocation after the deadline for submitting an application, and if the Department advises Applicant that Applicant is eligible for an additional allocation from these remaining

ESG Program 1-Year Authorizing Resolution Template  
Revised 10/22/24



funds, Applicant is hereby authorized and directed to accept this additional allocation of funds (“Additional ESG Allocation”) up to the amount authorized by Department but not to exceed **\$109,428** [Insert amount].

**INSTRUCTION:** It is recommended that you list an approved dollar amount that is at least 25% of the amount you expect to receive based on the ESG Program NOFA’s published allocation for the first, second or third Annual Funding Cycle year.



# 3-Year Resolution Template Example

## INTRODUCTION

NOFA Allocations  
Appendix A



CoC #	CoC Name	Initial Estimate for Annual Funding Cycle #1 <sup>3</sup> (Based on Method of Distribution)	Estimate for Annual Funding Cycle #1 <sup>4</sup>	Estimate for Annual Funding Cycle #2 <sup>5</sup>	Estimate for Annual Funding Cycle #3 <sup>6</sup>	2024 ESG NOFA Total Estimated Allocation
00000	Example CoC	\$ 410,027	\$ 437,710	\$ 410,027	\$ 410,027	\$ 1,257,764

NOFA Date of 12/31/2024



**RESOLUTION NO.** \_\_\_\_ [Insert resolution number]

**A RESOLUTION APPROVING AN APPLICATION FOR FUNDING AND THE EXECUTION OF A GRANT AGREEMENT AND ANY AMENDMENTS THERETO FROM THE 2024-2027 FUNDING YEARS OF THE STATE ESG PROGRAM.**

\_\_\_\_ [All, or A necessary quorum and majority] of the \_\_\_\_  
[directors, supervisors, members, council members, etc.] of \_\_\_\_  
[official name of Applicant entity, and type of entity: non-profit, city, county, municipality, etc.] ("Applicant") hereby consent to, adopt and ratify the following resolution:

A. WHEREAS the State of California (the "State"), Department of Housing and Community Development ("Department") issued a Notice of Funding Availability ("NOFA") dated 12/31/2024 [MM/DD/YYYY] under the Emergency Solutions Grants (ESG) Program ("Program" or "ESG Program"); and

**INSTRUCTION:** *The correct date that the NOFA itself was issued by the Department is required - do not use other dates such as email/listserv announcements, associated memos, etc.*





# 3-Year Resolution Template Example

## SECTION 1

### NOFA Allocations Appendix A



CoC #	CoC Name	Initial Estimate for Annual Funding Cycle #1 <sup>3</sup> (Based on Method of Distribution)	Estimate for Annual Funding Cycle #1 <sup>4</sup>	Estimate for Annual Funding Cycle #2 <sup>5</sup>	Estimate for Annual Funding Cycle #3 <sup>6</sup>	2024 ESG NOFA Total Estimated Allocation
████	████████████████████ CoC	\$ 410,027	\$ 437,710	\$ 410,027	\$ 410,027	\$ 1,257,764

- ❖ Enter Amount that is at least 150% of the **amount you expect to receive** based on Appendix A – Column titled “2024 ESG NOFA Total Estimated Allocation”.
- ❖ Example: Multiply \$1,257,764 by 150% to get a total of \$1,886,646 for the 3-Year Resolution Template.

B. WHEREAS Applicant is an approved Subrecipient or Contractor.

SECTION 1. Applicant is an approved Subrecipient or Contractor by their Continuum of Care and is hereby authorized and directed to receive an ESG Program grant, in an amount not to exceed \$ **1,886,646** [Insert amount for CoC Service Area or a higher amount per the instruction below] in accordance with all applicable rules and laws.

**INSTRUCTION:** *It is recommended that you list an approved dollar amount that is at least 150% of the amount you expect to receive based on the ESG Program NOFA’s published allocation. This recommendation should cover the estimated NOFA funding amount for the **three-year NOFA cycle**. Award amounts are frequently recalculated and are subject to change. If the amount your entity is eligible to receive increases above the dollar amount your entity authorizes, a new resolution will be required to receive the new higher amount. Articulating a higher dollar amount in this resolution helps reduce the chances you will need an entirely new resolution.*



# 3-Year Resolution Template Example

## SECTION 2

### NOFA Allocations Appendix A



CoC #	CoC Name	Initial Estimate for Annual Funding Cycle #1 <sup>3</sup> (Based on Method of Distribution)	Estimate for Annual Funding Cycle #1 <sup>4</sup>	Estimate for Annual Funding Cycle #2 <sup>5</sup>	Estimate for Annual Funding Cycle #3 <sup>6</sup>	2024 ESG NOFA Total Estimated Allocation
████	██████████ CoC	\$ 410,027	\$ 437,710	\$ 410,027	\$ 410,027	\$ 1,257,764

- ❖ Enter Amount that is at least 25% of the **amount you expect to receive** based on Appendix A – Column titled “2024 ESG NOFA Total Estimated Allocation”.
- ❖ Example: Multiply \$1,257,764 by 25% to get a total of \$314,441 for the 3-Year Resolution Template.
- ❖ This is for the authorization of potential additional funds if applicable.

SECTION 2. Applicant hereby affirms that if ESG Program funds remain available for allocation after the deadline for submitting an application, and if the Department advises Applicant that Applicant is eligible for an additional allocation from these remaining funds, Applicant is hereby authorized and directed to accept this additional allocation of

ESG Program 3-Year Authorizing Resolution Template  
Revised [10/22/24](#)



funds (“Additional ESG Allocation”) up to the amount authorized by Department but not exceed \$ **314,441** [Insert amount].

**INSTRUCTION:** It is recommended that you list an approved dollar amount that is at least 25% of the amount you expect to receive based on the ESG Program NOFA’s published allocation for **Year 1-3**.



# Designee Letter Example

MUST BE ON ENTITY'S OFFICIAL LETTERHEAD

[Date]

Subject: **2024 EMERGENCY SOLUTIONS GRANTS (ESG) PROGRAM**

[insert Contract Number] (if applicable)

[insert name of local government or other entity and resolution number]

Pursuant to the attached Resolution, I am the designated Signature Authority of [insert name of Administrative Entity (applicant)]. I am authorized to execute documents related to the Emergency Solutions Grants award (ESG). As of [date] I have designated [insert name and title (designee)] to execute documents on my behalf.

This designation is effective until rescinded by me.

If you have further questions or require additional assistance, please feel free to contact this office at (XXX) XXX-XXXX.

[Signature]

Name and Title [authorized signatory]

Date:

**Please note:** a designee letter is only acceptable if the original authorizing resolution provides the option for a designee to sign in place of the authorized signatory (e.g. "City Manager or designee is authorized to execute a standard agreement").



# 2024 ESG NOFA

## Appeals

Tuesday Cool, ESG Specialist I





# Basis of Appeals

- Applicants may appeal the Department's written determination that an application is incomplete, has failed threshold review, or has otherwise been determined to provide an insufficient basis for an award.
- The written appeal must state relevant facts, arguments, and evidence upon which the appeal is based.
- Appeal must provide detailed reference to the area or areas of the application that provide clarification and substantiation for the basis of the appeal.
- No new or additional information will be considered.



# Appeals Process and Deadlines

- Applicant has five (5) business days to submit appeals.
- Appeals must be submitted in writing to [ESGNOFA@hcd.ca.gov](mailto:ESGNOFA@hcd.ca.gov)
- Appeals will be reviewed for compliance to Policies and Procedures and this NOFA.
- All decisions rendered shall be made by the Program Manager or his/her designee.
- Department's decisions shall be final, binding, and conclusive.



# **2024 ESG NOFA**

## **Appendix A: 2024 ESG NOFA Estimated Allocations**

Tuesday Cool, ESG Specialist I



# Appendix A: 2024 ESG NOFA Estimated Allocations

CoC #	CoC Name	Initial Estimate for Annual Funding Cycle #1 (Based on Method of Distribution)	Estimate for Annual Funding Cycle #1	Estimate for Annual Funding Cycle #2	Estimate for Annual Funding Cycle #3	2024 ESG NOFA Total Estimated Allocation
526	Amador, Calaveras, Tuolumne, and Mariposa Counties CoC	\$ 170,939	\$ 308,546	\$ 170,939	\$ 170,939	\$ 650,424
604	Bakersfield/Kern Co CoC	\$ 369,761	\$ 394,725	\$ 369,761	\$ 369,761	\$ 1,134,247
519	Chico/Paradise/Butte County CoC	\$ 289,895	\$ 309,467	\$ 289,895	\$ 289,895	\$ 889,257
523	Colusa, Glenn, Trinity Counties CoC	\$ 253,167	\$ 397,162	\$ 253,167	\$ 253,167	\$ 903,496
512	Daly/San Mateo Co CoC	\$ 167,576	\$ 188,054	\$ 167,576	\$ 167,576	\$ 523,206
521	Davis/Woodland/Yolo County CoC	\$ 298,525	\$ 318,680	\$ 298,525	\$ 298,525	\$ 915,730



Questions?



# ESG NOFA Resources

## ❖ ESG Webpage:

[Emergency Solutions Grants Program \(ESG\) | California Department of Housing and Community Development](#)

## ❖ ESG 2024 NOFA:

[ESG 2024 NOFA](#)

## ❖ [ESG Program Team Contact:](#)

[ESGNOFA@hcd.ca.gov](mailto:ESGNOFA@hcd.ca.gov)





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# Join Team HCD

HCD values diversity at all levels of the Department and is committed to fostering an environment in which employees from a variety of backgrounds, cultures, and personal experiences are welcomed and can thrive. We believe the diversity of our employees and their unique ideas inspire innovative solutions to complex housing challenges.

**Join us and help improve the lives of all Californians.**

## **To find jobs at HCD:**

Visit: [jobs.ca.gov](https://jobs.ca.gov) and click “Advanced Job Search.”

- Search for California Department of Housing and Community Development

## **New to state service? Don't worry.**

You can view the step-by-step process on [jobs.ca.gov](https://jobs.ca.gov).